

CALL FOR APPLICATIONS

Evaluation of the MSF
Geographical Information System CENTRE

APPLICATION DEADLINE: 3rd March 2023

Médecins Sans Frontières/Doctors Without Borders (MSF) is an international medical humanitarian organisation providing quality medical care to people in crises around the world, regardless of religion, ethnic background or political views. Our fundamental principles are neutrality, impartiality, independence, medical ethics, bearing witness, and accountability.

The **Vienna Evaluation Unit**, based in Austria, is one of three MSF units tasked with managing and guiding the evaluation of MSF projects. For more information see <http://evaluation.msf.org/>

Subject/Mission	MSF Geographical Information System CENTRE
Expected start	March, 2023
Duration	Final deliverables to be submitted by mid-June 2023
Application Requirements	<ol style="list-style-type: none"> 1) A proposal containing an initial version of evaluation matrix and the expected budget¹ (total estimated workload: 70 consultancy days) 2) A cover letter highlighting applicants' experience with similar past assignments (max 1 page) 3) CV(s) <p>Applications should be sent to veuapplication@vienna.msf.org</p>
Deadline to apply	24th February 2023

¹ Please specify the gross amounts and applicable VAT/tax rates (or indicate if a VAT exception applies) in the budget proposal. Please note that MSF Austria is not part of the EU's Reverse Charge VAT mechanism. Do not include field data collection/travel costs, as they will be calculated separately based on MSF policies.

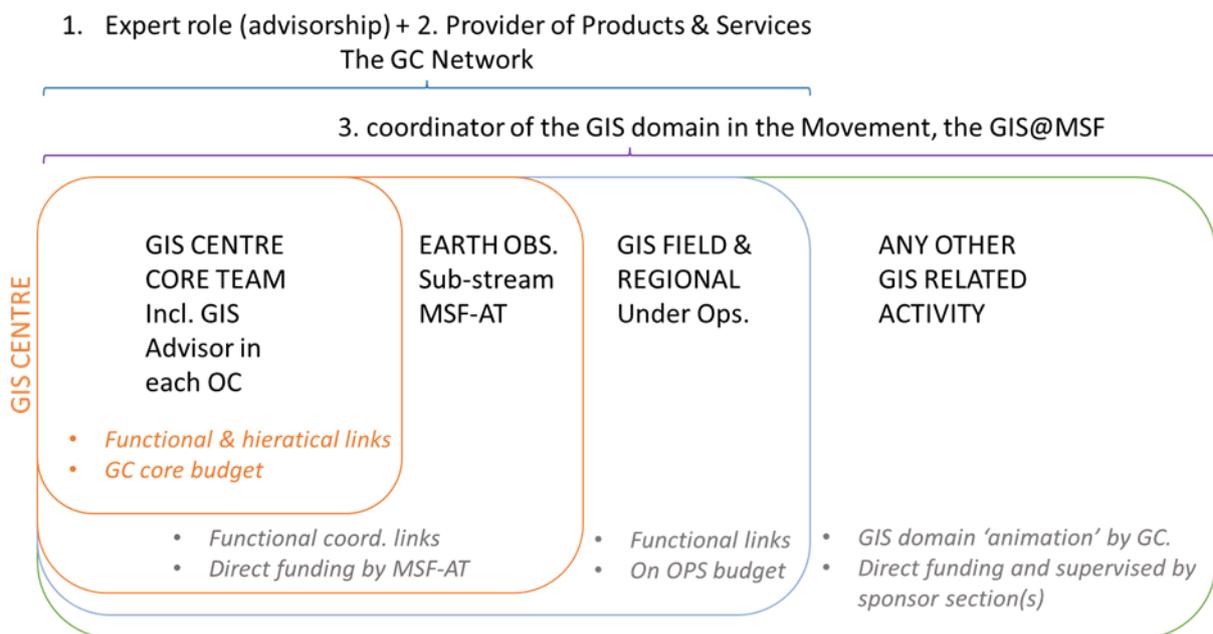
CONTEXT

The GIS Centre [GC], constituted as an *interOC Support Shared Service* in January 21, is the evolution of the former GIS Unit (2013-20) absorbing the outcome of the geoMSF program (large scale TIC meant to scale up the GIS Unit, 2017-20).

The mandate given to the GIS Centre (see GIS Framework*) includes the following roles to be considered in the evaluation:

1. Expert role (advisorship),
2. Provider of Products & Services,
3. Coordinator of the GIS domain in the Movement.

These roles correspond to different scopes of responsibility (thus governance & accountability), functional and hierarchical links, and budget allocations.



The evaluation being commissioned in the final year of the GIS Centre's strategic plan [2020-23] it is intended to evaluate the GIS Centre's model and operations, as well as to provide GIS Centre' management & stakeholders with input for the next strategic plan.

EVALUATION PURPOSE, OBJECTIVES, AND QUESTIONS

The main purpose of the evaluation is to evaluate:

- the **added value** of the GIS domain as a support to operations and sectors.
- the **3 roles** of the GIS Centre (mentioned at §1), in particular the one of **service provider** (operational model)
- The **model** (institutional – organizational – financial)

Specifically:

1. To assess the implementation of the GIS Framework after two years of operation under the new setup :

The Framework approved by the Excom in Oct. 20 encompassed a series of innovative provisions for the establishment of an interOC entity in line with the evolving expectations of the Movement. This was done at all levels: financial model – interOC governance – network organization based on internal & external partners – operational model – resource mgmt., etc.

2. To re-visit the 'micro model': whether the high-level model supported in the Framework is still relevant given the evolution of the Movement, its institutional and funding landscapes, and whether a viable alternative exists. To suggest potential evolution(s) for the next strategic plan, with pros & cons.
3. To identify what is working well vs what can be improved and how: efficiency & effectiveness, impact, coverage, coherence of the Centre' organization & services to end users.
4. To provide the management team with strategic or managerial reflections, for the present and in view of the potential evolution of the structure, mainly on the GIS Centre' network organization based on internal & external partners – operational model – resource management – OC ownership & own piloting of its GIS activities.
5. Propose KPIs where relevant (per Block proposed hereunder), allowing for continuous performance monitoring, user need matching, appropriate piloting of the GIS Centre, and reporting.

We suggest to organize the evaluation per Themes as follows:

GIS domain as a support to operations & sectors > its **added value [Theme 1]** :

Assess the reality of the expected benefits of the GIS as specified in chapter V of the GIS Framework (see current form of reporting to Hilti Foundation). By extension, if possible, identify potential benefits or needs not covered in the current offer of services. Refer to the evolution of the Movement's acknowledgement of the added value since the previous assessments / snapshots done on this aspect.

GIS Centre as an inter-Operational Centres support shared service

Theme 2 : Its full consideration of its **mandate** – the 3 roles mentioned in §1.

Theme 3 : Its **organizational model**; activities & roles: efficiency (functional evaluation), structuring and networking (e.g. role and management of sub-streams; mix of int vs ext MSF resources, coordination and exchange platforms, compatibility with MSF new trends, etc.) + Service to new MSF entities.

Theme 4 : Its **economic model**

- No financial audit as such, but its economic model and budget structure (analytical budget, budget/needs balance, annual cycle).
- Possibly point out the advantages and disadvantages of the funding model (e.g. annual vs. multi-year funding), including External funding sustainability.
- Consolidate costs of the whole network (referring to the first 3 rounds from the left of the above schema in §1) : Focus first on the GIS Centre core budget, enlarge to directly funded by MSF section(s) GIS services (today, only Earth Observation from MSF-AT is in this case), then further enlarge to all associated GIS costs (e.g. operational costs), for the latter a simple cost mapping overview is sufficient.
- Service to new MSF entities.

Theme 5 : Its **governance model**

The articulation of the 3 governance bodies (MSF-CH Board, Strategic co, Stakeholders & users Committee) with the GIS Centre Executive; particularly the role of the Stakeholders & users Committee as a think tank and user representative.

EXPECTED OUTPUTS

- **Prep stage:** finalization of TOR – timeline & budget; discussion on the approach, method of data collection, roles and responsibilities, etc.
- **Inception report** that elaborates on the proposed methodology and evaluation matrix, presents a detailed data collection and reporting plan with identified deliverables, drafts data collection tools (eg. survey/ interview guides or generic questionnaires), timeline of the evaluation, allocates roles and responsibilities within the evaluation team, and specifies evaluation travel/ logistical arrangements.
- **Debriefing workshops** through which evaluators update a) the commissioner, b) the stakeholders on the assessment progress and findings, to check accuracy of data, confirm findings, assess feasibility of recommendations, but also to reinforce transparency of the evaluation process and build ownership.
- **Draft reports**, with adequate time scheduled for feedback and revisions.
- **Final report**, drafted on the basis of VEU report writing guidelines and general quality standards
- **Dissemination outputs** that includes contribution to evaluation, detailed and summary PowerPoints, internal presentation of findings, presentations at key platforms

PROFILE / REQUIREMENTS FOR THE APPLICANTS

The applicants should have the following qualifications and experience:

- Proven track record in GIS related-services/activities, ideally for humanitarian programmes
- Evaluation competencies, with a proven track record in conducting evaluations (proposal should include reference to previous evaluations that would be relevant to this exercise)
- Extensive communication and interpersonal skills
- Monitoring and evaluation expertise
- Excellent understanding of MSF structure and governance, plus if on intersectional MSF set up.
- Experience working with/in inter-organisational services
- Language requirements: fluent English